



Dept of Labor & Industries
Apprenticeship Section
PO Box 44530
Olympia WA 98504-4530



APPRENTICESHIP PROGRAM COMPLIANCE REVIEW CHECK LIST

Review Year:

Name of Program Sponsor:

Type of Program:	No Change Required	Change Required	Not Applicable
Standards Cover Page			
I. Geographic Area Covered			
II. Minimum Qualifications			
III. Conduct of Program Under Washington Equal Employment Opportunity Plan			
A. Selection Procedures			
B. Equal Employment Opportunity Plan (EEOP)			
IV. Term of Apprenticeship			
V. Initial Probationary Period			
VI. Ratio of Apprentices to Journey Level Workers			
VII. Apprentice Wages and Wage Progression			
VIII. Work Processes			
IX. Related/Supplemental Instruction			
X. Administrative/Disciplinary Procedures			
A. General Procedures			
B. Local Apprenticeship Committee Policies			
C. Complaint and Appeal Procedures			
XI. Committee - Responsibilities and Composition:			
XII. Subcommittee:			
XIII. Training Director/Coordinator			

	YES	NO	N/A
A. Are Records being maintained per all RCW's, WAC's, and WSATC policies?			
B. Are Journey-level wages being reported annually?			
C. Are minutes of meetings being forwarded to L&I?			
D. Is the listing of Training Agents correct and current?			
E. Are RSI Hours being reported quarterly?			
F. Has a Variance been requested? (waiver, exemption, etc.)			
G. Are Standards in compliance with all RCW's, WAC's, and WSATC policies?			

Any item requiring change must be documented under the "Conclusion - Suggested Corrective Action" section of the Apprenticeship Compliance Review Report.

Signature - Apprenticeship Coordinator

Date

Signature - Regional Supervisor

Date